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9 - 15 November 1986

OC-MPS

1. A representative from MPS attended a meeting of the Federal Telecommunications Standards Committee (FTSC) on 13 November at the U.S. Department of Agriculture's South Building. The FTSC, which is comprised of representatives from the member agencies of the National Communications System, is currently focusing its attention on developing interoperability standards for high frequency radio equipment.

OC-PBS

PBS is in the process of completing the accomplishments section of the OC FY-1988/1989 Congressional Budget submission. OC's accomplishments over the past year span the full range of OC activity [REDACTED]. They reflect a remarkable effort put forth by the cadre of talented individuals who serve in the United States and overseas. The unabridged version of this document will be distributed to all OC components.

OC-AMD

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## S E C R E T

## OC-AMD (Cont.)

25X1

2. The DDA has approved OC's recommendations for Level III and Level IV secretaries. The recommendations will be forwarded to the Position Management and Classification Division (PMCD) who will audit all the Headquarters positions requested at Level IV and most of those recommended for Level III. After analyzing the data collected, PMCD will determine what levels the positions are and, if they need further enrichment, will make recommendations on how the jobs may be strengthened. Position descriptions for the overseas positions recommended at Level IV will be reviewed and levels determined on the basis of that review.

3. AMD has not received any responses to available positions for the upcoming Upward Mobility Program vacancies. Time is running out!!

4. Operational training requirements remain heavy. Eleven Operations Training Department instructors remain in the foreign field conducting on-site training.

25X1

6. The Educational Support Staff (ESS) has been informed by the Office of Personnel that the videotape regarding the new retirement system is still being edited. Duplication and distribution to all areas will commence once ESS receives the master copy. Also, ESS is awaiting delivery of the commercially produced video master dealing with the 1986 tax bill as announced in a recent WWSB cable.

25X1

7. As of 14 November, the basement and loading dock portions of the [redacted] asbestos removal project have been completed. The contractor is currently working on the first floor and expects to be finished circa mid-January 1987.

8. The Personal Computer Software Center is a new service to the Agency offered by the Office of Information Technology.

## S E C R E T

OC-AMD (Cont.)

25X1 It is located in Room 2C11, Headquarters. At the present time, the only software products being offered are for the IBM PC terminal. For additional information, please contact the ADP Control Officer [redacted]

25X1 All items ordered from this Center must first go through the ADP Control Officer. A Form 88 is required for purchase.

25X1 9. The Office of Logistics (OL) has advised that the [redacted] Building cafeteria will be closed beginning 1 December until circa 1 March 1987 for construction and renovation. OL is presently working on finding space to relocate the vending machines and microwave ovens, and will probably place them temporarily in the glass-windowed room across the hall from the cafeteria.

OC-CSD

25X1 [redacted]

25X1 2. Software certification testing of SPARS III at Headquarters began on 14 November. SPARS III is one of two switches included in the Headquarters MAX replacement program.

25X1 [redacted]

OC-ED

25X1 1. A pair of Link Framing Modules for the LINK/1 multiplexer were received and tested in the ED lab. They were tested back-to-back at the T-1 data rate (1.544 Mbps) and no problems were encountered. These are the modules that will be used for T-1 lines [redacted]

25X1 2. ED was tasked to provide a cost estimate for an Uninterrupted Power System for the Wang system [redacted] Power requirements, cost estimates and specific recommendations are in the process of being reviewed.

S E C R E T

OC-ED (Cont.)

25X1

5. ED Senior Managers attended a comprehensive capabilities briefing presented by CONTEL at their Fair Oaks facility. Of particular interest were their capabilities in the areas of installation work, network management in small networks, and expanded capabilities resulting from CONTEL's acquisition of COMSAT General.

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6. The Carrier Monitor System successfully passed the in-plant acceptance test on 15 November. Final on-site acceptance testing will begin on 19 November

OC-FND

S E C R E T

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